

Course Approval Process

In order for a training course to satisfy the requirements for certification, the course must meet the course curriculum and trainer qualifications set out in the Commission's *Minimum Standards for Mediation Training*. The Commission maintains a list of courses that have been reviewed and approved by the Commission.

To have a course reviewed by the Commission, the provider must complete the Application for Training Course Approval and submit it to the Coordinator for the Commission. The application is available under the FORMS tab on this website, and the *Minimum Standards for Mediation Training* is available under the RULES tab.

The application will typically be reviewed at the first Commission meeting following submission of the application. At that time, the Commission reviews the curriculum and trainer qualifications to ensure they meet the Arkansas training standards. If they do, the course will be approved for 3 years. The course provider is responsible for renewing course approval at the end of the 3 year period.

If the course is not approved, the provider is notified of the basis for the Commission's decision. The provider may, at their discretion, modify the course curriculum and resubmit the course for further review.